

City of Northampton--Wetlands Application

This form is required for all applications filed under the Northampton Wetlands Ordinance

File with the Office of Planning and Development, 210 Main Street, Northampton, MA 01060

We recommend applicants consult with the Land Use and Conservation Planner (587-1263) before applying

1. Check what kind of permit you are requesting

- ☐ **Request for Determination of Applicability (WPA form 1)**
- ☐ **Notice of Intent (WPA form 3 or 4)**
- ☐ **Abbreviated Notice of Resource Area Delineation (WPA form 4A)**

2. Property Street Address: _____

3. Assessors' Map and Parcel: _____ **Second lot (if any) Map and Parcel(s):** _____

Additional property description: _____

4. Check the items enclosed. Your application will not be accepted if any items are missing.

- ☐ The appropriate completed Massachusetts DEP application www.mass.gov/dep/brp/ww/wwforms.htm
- ☐ Completed versions of this Wetlands Application
- ☐ Nine (9) copies of the fully completed and collated application packages (forms, plans and attachments)
- ☐ All plans **folded** (not rolled) and collated with each application packet
- ☐ For **Notice of Intent** applications **only**, the following:
 - ☐ Check to "City of Northampton" for the municipal share calculated from state Wetland Fee Transmittal Form **PLUS \$105;**
 - ☐ Separate **\$75.00** check to "Commonwealth of Massachusetts" for the Registry of Deeds recording fee;
 - ☐ An abutters list of all property owners within at least 100 feet of the property line of your project. Abutters lists may be generated at www.NorthamptonMA.gov/opd (click on Database: Abutters, Permits and Historic). Computers are available at City Hall, Forbes and Lilly Libraries.
- ☐ For **Request for Determination** applications, a check to the "City of Northampton" for **\$85.00**.
- ☐ For **Notice of Resource Area Delineation** applications, a check to "City of Northampton" for **\$85.00** plus a separate check for **\$75.00** to "Commonwealth of Massachusetts" for the Registry of Deeds recording fee.
- ☐ A #10 business envelope addressed to the applicant.

5. Provide an Existing Conditions Site Plan. Check the items shown on that plan. You may request a waiver from submittal requirements, with a reason for the waiver request.

- ☐ Boundary of entire lot and notation of lot area
- ☐ Context of adjacent lots, if necessary to show extent of wetland/Riverfront Area
- ☐ Numbered wetland flags
- ☐ Existing and potential vernal pools
- ☐ 50' AND 100' wetland buffer
- ☐ Mean Annual High Water line, for Riverfront Area permits
- ☐ 100' inner riparian zone AND 200' outer riparian zone, for Riverfront Area permits
- ☐ Existing structures, impervious surfaces (ie: pavement, gravel) and lawn areas
- ☐ Edge of vegetation accurately measured or surveyed
- ☐ Significant (8"+ Diameter Breast Height) trees within the limit of work area that are also within the 200' Riverfront Area, Bordering Vegetated Wetland, or 100' wetland buffer
- ☐ 2' contours
- ☐ Elevations in feet (not meters), for projects within the floodplain
- ☐ Zoning setbacks
- ☐ 1:20 scale, if possible

6. **If new work is proposed, provide a Proposed Site Plan. Check the items shown on that plan.** You may request a waiver from submittal requirements, with a reason for the waiver request.

- ☐ Grading/proposed new contours
- ☐ Hardscape (ie: footprint of house, driveway, walkways, terraces, etc...)
- ☐ Any removal of vegetation and significant trees within the Riverfront Area, wetland and buffer
- ☐ Landscaping and plantings within the Riverfront Area, wetland and wetland buffer
- ☐ Location of erosion control barrier
- ☐ Limit of work line
- ☐ Utility lines
- ☐ Stormwater Management Form (use DEP form www.mass.gov/dep/brp/ww/wwforms.htm), if required
- ☐ Wildlife assessment if the site is in a habitat resource area based on NHESP maps, Northampton Potential and Certified Vernal Pools Map or otherwise required by the Act or Ordinance.
- ☐ At the same scale as the Existing Conditions Site Plan
- ☐ For new homes in the Riverfront Area only, documentation of the date the lot was recorded.

7. **We have provided and requested information and believe and understand that (initial each item below):**

- _____ Application deadline is one calendar month prior to a public hearing. If the application is incomplete or waivers are requested, however, the public hearing may be delayed;
- _____ We will check for the date and time of our public hearing at www.NorthamptonMA.gov or in the *Daily Hampshire Gazette* Legal Ads section. Such notice is posted seven days prior to the public hearing;
- _____ The Conservation Commission may request an alternatives analysis for work proposed within the buffer zone of a wetland;
- _____ The Conservation Commission and their representatives have permission to enter the property;
- _____ All documents and plans submitted are in the public domain and may be copied freely in any form; and
- _____ The City will record Orders of Conditions and Order of Resource Area Delineations at the Hampshire County Registry of Deeds.

8. **PLEASE COMPLETE ONLY IF APPLYING FOR A NOTICE OF INTENT or ABBREVIATED NOTICE OF RESOURCE ARE DELINEATION:**

- _____ We certify under the pains and penalties of perjury, that PRIOR to filing this application all abutters were notified of this application pursuant to the requirements of M.G.L. c. 131 § 40. Notice must be made in writing by hand delivery or certified mail (return receipt requested) to all abutters within 100 feet of the project line of the project location.

Applicant (print or type): _____ Applicant Signature: _____

Address: _____ Applicant Phone: _____

Owner (print or type): _____ Owner Signature: _____

Address: _____ Owner Phone: _____

The Northampton Conservation Commission generally meets on the 2nd and 4th Thursdays of each month in Hearing Room 18 located on the 2nd floor of City Hall, 210 Main Street